

Office Administrator

Written by CASA of Brown County
Tuesday, 09 February 2016 11:43 -



GREEN BAY - CASA (Court Appointed Special Advocates) of Brown County seeks a part-time Office Administrator (30 hours per week) to assist with accounting functions, fundraising events, donor relations and miscellaneous office duties, working closely with the Executive Director and Board of Directors.

The mission of CASA of Brown County is to recruit, screen and train citizen volunteers to be the court appointed voices of abused and neglected children, seeking them safe and permanent homes.

Visit <http://www.casabc.org/home-2/openpositions/> for more information.